



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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*Bill Dodd, Chair*  
Napa County and Cities

*Scott Haggerty, Vice Chair*  
Alameda County

*Tom Ammiano*  
City and County of San Francisco

*Tom Azumbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*Bob Blanchard*  
Sonoma County and Cities

*Dean Chu*  
Cities of Santa Clara County

*Dave Cortese*  
Association of Bay Area Governments

*Dorene M. Giacomini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sue Lempert*  
Cities of San Mateo County

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San Francisco Mayor's Appointee

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

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Solano County and Cities

*Adrienne J. Tissier*  
San Mateo County

*Amy Worth*  
Cities of Contra Costa County

*Ken Yeager*  
Santa Clara County

*Steve Heminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Operations

*Andrew Fremier*  
Deputy Executive Director,  
Bay Area Toll Authority

*Therese W. McMillan*  
Deputy Executive Director, Policy

**ADMINISTRATION COMMITTEE**

February 13, 2008  
MINUTES

**Attendance**

Chair Blanchard called the meeting to order at 11:45 a.m. Committee members present were: Commissioners Ammiano, Blanchard, Bates, Cortese, Glover, Kinsey, Sartipi, and Tissier. Other commissioners present were: Dodd, Haggerty, Chu, Giacomini, Halsted, Lempert, Rubin, and Worth.

**CONSENT**

**Minutes**

The Committee received and approved as written the meeting minutes of January 9, 2008.

**Contract Amendment: Professional Auditing Services: PriceWaterhouseCoopers, LLP**

The Committee authorized the Executive Director or his designee to enter into a contract amendment with PricewaterhouseCoopers LLP (PWC) in an amount not to exceed \$1,116,718 to perform a comprehensive financial and compliance audit for the fiscal year ending June 30, 2008.

**Contract Amendment: Transportation 2035 Performance Analysis: Cambridge Systematics**

The Committee authorized the Executive Director or his designee to enter into a contract amendment with Cambridge Systematics in an amount not to exceed \$40,000 to assist MTC with the quantitative assessment of more than 100 projects under consideration for the Transportation 2035 Plan.

**Contract: Prepare Environmental Impact Report for the Transportation 2035 Plan: Dyett & Bhatia**

The Committee authorized the Executive Director or his designee to enter into a contract with Dyett & Bhatia in an amount not to exceed \$240,000 to assist with the preparation of a programmatic Environmental Impact Report for the Transportation 2035 Plan.

**MONTHLY FINANCIAL STATEMENTS**

The Committee accepted in writing the following monthly financial reports for the month of December: Operating Income for December 2007; Report of Operating Expenditures for FY 2007-08 through December 2007; Report of Capital Projects for FY 2007-08 through December 2007; FY 2007-08 Contract Services Disbursement Report for December 2007. For the month of December 2007, the monthly financial report listed fourteen (14) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

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Administration Committee Meeting Minutes

The Committee received a comparison between budget and actual revenue and expenditures through December 2007.

### **INVESTMENT REPORT**

The Committee accepted for information the Investment Reports for the months of December 2007.

### **Regional Measure 2 Marketing Pilot Program Funding Agreement: TransLink® for Transit Oriented Development: AC Transit**

The Committee authorized the Executive Director or his designee to enter into a funding agreement with AC Transit in an amount not to exceed \$225,000 to test the effectiveness of providing discounted transit passes in the form of TransLink® cards on ridership for TOD residents.

### **MTC Resolution No. 3846 – Other Post Employment Benefits (OPEB) Program**

The Committee approved the referral of Resolution No. 3846 to the Commission to authorize the transfer of \$10,300,000 from the benefits reserve to the Public Employee Retirement System (PERS) to fund the agency's accrued OPEB liability.

### **OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING**

There being no further business or public comment, the meeting was adjourned at approximately 11:46 a.m. The next Committee meeting date will be on March 5, 2008 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.